

EXCHANGE SCHOOL LUNCH PROGRAM APPLICATION SY 2013-2014

Complete the entire application packet and submit all required information to Parent Central Services to determine eligibility. Incomplete applications will not be processed.

The Free and Reduced-Price meals in schools are a Federal Program administered by the Department of Agriculture under 7 CFR Chapter II, Part 245. This law establishes definitions, eligibility, and certification requirements pertaining to the program.

The program's 12 month period runs from 01 July to 30 June. All applicants must reapply each year beginning 1 July. Each year in the Federal Register (around 15 March), the Department publishes the Income Eligibility Guidelines for the coming year. *The Alaska scale is used for USAREUR.*

Families whose incomes are less than or equal to the reduced price criteria are eligible for either free or reduced-price meals.

REDUCED meals will cost 40 cents each.

Reduced or Free entitles the student to the basic lunch tray. No a la carte items are covered. The basic lunch tray can NOT be substituted for any a la carte items. Students will pay full price for any a la carte items, even if they decline the basic lunch tray. Any questions about lunch selections, meal costs, charges, or account balances should go to **the Exchange lunch staff at each school**. The school and CYS Services will not have this information.

To determine eligibility:

1. **Complete a current application** (AE Form 352-1A) including:
 - a. The names of all household members.
 - b. Provide the ***last 4*** of Social Security Number (SSN) and signature of the primary wage earner.
 - c. If another household member signs the application, the last 4 of their social security number will be required on the application.
2. **Provide Leave and Earning Statement:** i.e., a current leave and earnings statement (LES) of the military member and a current wage statement from any other employed household member. Income should be identified by source (earnings, wages, welfare, pensions, support payments, unemployment compensation, social security, or other cash income and the frequency the income is received (weekly, bi-weekly, twice a month, monthly).

Sure Start Program

Regardless of income, an application must be completed for all children attending Sure-Start.

****Random sampling of applications will be audited to verify eligibility accuracy and parent will be notified in writing of any changes. Documentation will be forwarded to AAFES.**

Military's Annual Pay Raise

Families in the program must notify CYS Services' Parent Central Services of any decrease in household size or of increases in income over \$50.00 per month or \$600.00 per year.

Fraudulent Information

Providing fraudulent information may result in prosecution under the UCMJ or Federal Law and dismissal from the program.

Submit completed applications to CYSS Parent Central Services

Katterbach, building 5818 Room103: 09802-83-2533 Storck, building 6706: 09841-83-4880.



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, ANSBACH
UNIT 28614
APO AE 09177

IMAN-MWC-C

Date _____

MEMORANDUM FOR EXCHANGE SCHOOL LUNCH PROGRAM

SUBJECT: Reduced and Free School Meals Program School Year 2013-2014

1. Your application for free or reduced-price meals has been—

☐ Approved for free meals. (You must reapply at the beginning of every school year to continue receiving benefits.)

☐ Approved for reduced-price meals.

☐ Denied for the following reason(s):

☐ Your household income exceeds the allowable amount.

☐ Your application is incomplete. Please provide the following information:

☐ Other:

FREE or REDUCED-PRICE MEALS FOR THE FOLLOWING CHILDREN:		
Name (Last, First, MI)	Name of School	Grade

To BEGIN PARTICIPATING, you MUST take this letter to:

Exchange Customer Service in the Main Exchange (URLAS) or Storck Barracks. During the school year, take this letter also to your school cafeteria supervisor.

2. If you are not eligible now but have a decrease in household income or have an increase in family size, please fill out an application at that time. If you lose your job, your children may be able to get free or reduced-price meals during the time of your unemployment. You may also reapply for benefits at any time during the school year.

3. Your child will be charged the full rate until you present this letter to one of the above places. Please do not send this letter to school with your student.

_____ **For AAFES office only** _____

Application Received by: _____ Date _____

AAFES please sign, date and give back to parents for their records.